

Massachusetts Department of Correction

Division of Staff Development

July – October 2008

Training Catalog

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The Massachusetts Department of Correction

The Division of Staff Development is proud to provide the following training opportunities to Departmental staff and the external environment to include other departments, agencies and organizations within the Commonwealth. The 2008 Training Year provides a great number of specialty programs as well as standard pre-service and in-service opportunities. If you have any questions about our programs, please call (978) 514-6703 for further information.

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Course Registration

*Please contact your Institution Training Officer or Division Training Coordinator for registration.
All other persons please contact Cathy Collins at (978) 514-6703.*

Massachusetts Department of Correction

Vision Statement

We are professionals committed to an open and respectful organization dedicated to public safety through the safe, secure, humane confinement and successful community re-entry of our offender population.

Mission Statement

The Massachusetts Department of Correction's mission is to promote public safety by incarcerating offenders while providing opportunities for participation in effective programming designed to reduce recidivism.

Core Values

Commitment to Public Service

Responsible

Accountable for your actions

Respectful

Treat others as you want to be treated – Golden Rule

Honest

Having the courage to do the right thing

Caring

How you do your job and the impact it has on others



Division of Staff Development Mission Statement

"Building a competent workforce to implement the Department's Vision and Mission"

Create and implement innovative training programs that provide all learners with the knowledge, experience, perspectives and skills to achieve the department's mission of public safety and the successful community re-entry of our offender population.

Improve learning by establishing research-based training programs through state and national standards, best practices and current trends.

Help transform our department through learning opportunities and modeling the ethical, professional and value driven behaviors we wish to cultivate in the workforce.

New Employee Orientation Program FY'08

<i>Month</i>	<i>Northern Region – Shirley Training Academy 8:00am – 4:00pm</i>	<i>Southern Region - Warren Hall Training Center 8:00am – 4:00pm</i>
<i>July</i>	July 21 – 25 - 2008	July 7 – 11 -2008
<i>August</i>	August 25 – 29 - 2008	August 4 – 8 - 2008
<i>September</i>	September 22 - 26- 2008	September 15 – 19 -2008
<i>October</i>	October 20 – 24 - 2008	October 6 – 10 - 2008
<i>November</i>	November 17 - 21- 2008	November 3 – 7 - 2008
<i>December</i>	December 15 – 19 - 2008	December 1 – 5 - 2008
	2009	2009
<i>January</i>	January 26 – 30 - 2009	January 5 – 9 - 2009
<i>February</i>	February 23 – 27 - 2009	February 2 – 6- 2009
<i>March</i>	March 23 – 27 - 2009	March 2 – 6 - 2009
<i>April</i>	April 27 – May 1 - 2009	April 6 – 10 - 2009
<i>May</i>	May 18 – 22- 2009	May 4 – 8 2009
<i>June</i>	June 22 – 26 - 2009	June 1 – 5- 2009

TOPICS: Introduction/Administrative/ Philosophies and Goals/ Historical View/Security Levels; Employee Rules and Regulations/ C.O.R.I.; Report Writing/ Disciplinary Procedures; IMS Overview; Ethics and Professionalism; Contraband; Interpersonal Relations/Communications/Inmate Supervision; Chemical Agent Overview; Use of Force; Defensive Tactics; Communicable Diseases; Domestic Violence/ Workplace Violence; Victim Services Overview; Sexual Harassment/ Inmate Sexual Violence; Suicide Prevention and Intervention; Emergency Reaction and Response; Understanding Diversity; and Site Specific.

Massachusetts Department of Correction

Division of Staff Development

Recruit Training Program

Program Goals:

- Promote a level of integrity to achieve the mission and uphold the vision and core values of the agency, to support successful reentry and reintegration and ultimately reduce recidivism.
- Develop competent correction professionals who promote public safety and improve confinement in a safe, secure and humane setting.
- Support the transfer of the knowledge and skills, and behaviors necessary for correction professionals to perform the essential duties of the position.

The Department's 304th Recruit Training Program is currently underway scheduled to graduate in August!!!

"However, the ultimate goal is not to design the best and ideal curriculum, but to put it into practice successfully."

Suicide Prevention, Intervention, Emergency Reaction and Evaluation

Location: Warren Hall Training Center, Bridgewater

Date: July 1, 2008

Time: 8:00 am – 10:00 am

Instructor(s) Christopher Jackson, Lieutenant, DSD

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

The unit of instruction will provide participants with a comprehensive understanding of suicide prevention and mental illness as it relates to the inmate population under the care and custody of the department.

Participants will increase their knowledge skills and abilities to recognize the signs, symptoms and risk factors of suicide in a correctional setting and effectively supervise inmates under their care. The unit will also provide participants with the opportunity to apply appropriate intervention techniques, communication care procedures when dealing with suicidal behavior.

NOTE: Enrollment is limited to 25 participants.

Massachusetts Commission Against Discrimination (MCAD) – The Prevention and Elimination of Discrimination and Retaliation in the Workplace

Location: Warren Hall Training Center, Bridgewater

Date: July 3, 2008

Time: 8:00 am – 12:00 pm

Instructor(s) Christopher Jackson, Lieutenant, DSD

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

This training module will offer participants an overview of the Massachusetts Commission Against Discrimination (MCAD). Managers and supervisors will be provided with an understanding of the Discrimination law, the Departments internal discrimination policies, and their role in applying the policies and the law. Additionally, participants will learn how to identify problems and address them before they become MCAD complaints.

NOTE: Enrollment is limited to 25 participants.

Advanced Training for Trainers

Location: Warren Hall Training Center, Bridgewater
Date: July 14, 15, 16, 17, 18, 2008
Time: 8:00 am – 4:00 pm
Instructor(s) Terry Kingman, DSD

Intended Audience: ITOs, Departmental & Institutional Instructors (prerequisite Training for Trainers)

COURSE DESCRIPTION:

This program is based on the NIC Training Design and Development course. Designing training based upon the Instructional Theory Into Practice model is the primary goal of this program. The following modules are contained in this training program: learning styles; needs assessments; goals & performance objectives; ITIP model; lesson plan format; design of instructional strategies; designing training aids; testing, performance assessments & evaluations; training impact model; and presenting a training design based on the ITIP model.

To enroll in this program use the program management screen in the training management application. The heading is Training for Trainers and the program is: 09AdvTT07

NOTE: Enrollment is limited to 15 participants.

How do we protect ourselves from sexual predators? Sexual Offender Treatment Program Overview

Location: Training Academy, Shirley
Date: July 14, 2008
Time: 9:00 am – 11:00 am
Instructor(s) Stephanie Adaramola MA, LCSW

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

The course will discuss the different typologies of sex offenders; what motivates them to offend and how they carry out their offending behaviors. Participants will also learn about treatment and its effectiveness. Instructional strategies will use instructor led learning and case method and application based learning opportunities.

NOTE: Enrollment is limited to 20 participants.

<p><i>Overview of PREA</i></p> <p>Location: Training Academy, Shirley Date: July 17, 2008 Time: 9:00am – 12:00 pm Instructor(s) Paul DiPaolo, Program Manager PREA Compliance</p> <p>Intended Audience: Open to all interested participants</p> <p><u>COURSE DESCRIPTION:</u></p> <p>Overview of PREA</p> <p><u>NOTE:</u> <i>Enrollment is limited to 25 participants.</i></p>	<p><i>Massachusetts Commission Against Discrimination (MCAD) – The Prevention and Elimination of Discrimination and Retaliation in the Workplace</i></p> <p>Location: Training Academy, Shirley Date: July 18, 2008 Time: 8:00 am – 12:00 pm Instructor(s) Fred Lavenski, Lieutenant, DSD</p> <p>Intended Audience: Open to all interested participants</p> <p><u>COURSE DESCRIPTION:</u></p> <p>This training module will offer participants an overview of the Massachusetts Commission Against Discrimination (MCAD). Managers and supervisors will be provided with an understanding of the Discrimination law, the Departments internal discrimination policies, and their role in applying the policies and the law. Additionally, participants will learn how to identify problems and address them before they become MCAD complaints.</p> <p><u>NOTE:</u> <i>Enrollment is limited to 25 participants.</i></p>
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Overview of the Cradle to Prison Pipeline

Location: Warren Hall Training Center, Bridgewater
Date: July 21, 2008
Time: 9:00 am – 1:00 pm
Instructor(s) Heidi Pihl-Buckley, DYS

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

This workshop will focus on the issues raised in the “Cradle to Prison Pipeline” report issued by the Children’s Defense Fund. Research on the risks and disadvantages that are a tragic reality for far too many children will be discussed in detail with statistical data from the report as the basis.

NOTE: Enrollment is limited to 20 participants.

Understanding Diversity

Location: Warren Hall Training Center, Bridgewater
Date: July 22, 2008
Time: 8:00 am – 12:00 pm
Instructor(s) Christopher Jackson, Lieutenant, DSD

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

This course will provide participants with awareness and skill-building training in managing and valuing diversity to forge better working relationships and enhance the work environment. Awareness training focuses on creating an understanding of the need for, and meaning of diversity. It is also meant to increase participants self awareness of diversity related issues such as diversity and the law, cultural differences and how to respond to differences in the workplace.

NOTE: Enrollment is limited to 25 participants.

CPR/AED – Professional Rescuer

Location: Warren Hall Training Center, Bridgewater
Date: July 25, 2008
Time: 7:00 am – 3:00 pm
Instructor(s) Steve Moniz, Sergeant, DSD

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

American Red Cross Professional Rescuer Certification.

NOTE: *Enrollment is limited to 20 participants.*

Principles of Evidenced Based Correctional Programs

Location: Warren Hall Training Center, Bridgewater
Date: July 25, 2008
Time: 10:00 am – 12:00 pm
Instructor(s) Brian Kearnan, Deputy Director, Program Services

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

This course will provide participants with a comprehensive understanding of the major static and dynamic risk factors associated with criminal behavior and how the understanding of what is known about offender behavior and recidivism translates into the foundation of effective programming. In addition, this course will provide participants with a basic understanding of what evidenced-based programs are currently operating within the Department of Correction.

Participants taking this course will:

- Develop an understanding of some of the fundamental theories that form the basis of the principles of effective offender programs.
- Acquire an understanding of what programs that employ evidenced-based principles are currently operating within the Department of Correction.

Instructional strategies will include instructor-led learning, group discussion, small group exercises.

NOTE: *Enrollment is limited to 15 participants.*

CPR/AED - Professional Rescuer

Location: Training Academy, Shirley
Date: July 30, 2008
Time: 8:00 am – 4:00 pm
Instructor(s) Matt Syring, CPO C, DSD
Mark Montaquila, Sergeant, DSD

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

American Red Cross Professional Rescuer certification.

NOTE: Enrollment is limited to 20 participants.

Community Work Crew Supervision and IMS Functions

Location: Warren Hall Training Center, Bridgewater
Date: August 1, 2008
Time: 7:00 am – 10:00 am
Instructor(s) Scott Germany, CPO C, DSD
Matt Syring, CPO C, DSD

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

The training will cover all areas related to supervising a community work crew to include duties of the community work crew supervisor and related IMS screens including the Daily Log. Other specific topic areas include: safe driving, searches, medical issues, emergencies, security, accountability, interpersonal relationships, general rules.

NOTE: Enrollment is limited to 15 participants.

CPR/AED - Professional Rescuer

Location: Warren Hall Training Center, Bridgewater

Date: August 1, 2008

Time: 7:00 am – 3:00 pm

Instructor(s) Steve Moniz, Sergeant, DSD

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

American Red Cross Professional Rescuer certification.

NOTE: Enrollment is limited to 20 participants.

Massachusetts Commission Against Discrimination (MCAD) - The Prevention and Elimination of Discrimination and Retaliation in the Workplace

Location: Warren Hall Training Center, Bridgewater

Date: August 1, 2008

Time: 8:00 am – 12:00 pm

Instructor(s) Christopher Jackson, Lieutenant, DSD

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

This training module will offer participants an overview of the Massachusetts Commission Against Discrimination (MCAD). Managers and supervisors will be provided with an understanding of the Discrimination law, the Departments internal discrimination policies, and their role in applying the policies and the law. Additionally, participants will learn how to identify problems and address them before they become MCAD complaints.

NOTE: Enrollment is limited to 25 participants.

Principles of Evidenced Based Correctional Programs

Location: Shirley Training Academy
Date: August 1, 2008
Time: 10:00 am – 12:00 pm
Instructor(s) Brian Kearnan, Deputy Director, Program Services

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

This course will provide participants with a comprehensive understanding of the major static and dynamic risk factors associated with criminal behavior and how the understanding of what is known about offender behavior and recidivism translates into the foundation of effective programming. In addition, this course will provide participants with a basic understanding of what evidenced-based programs are currently operating within the Department of Correction.

Participants taking this course will:

- Develop an understanding of some of the fundamental theories that form the basis of the principles of effective offender programs.
- Acquire an understanding of what programs that employ evidenced-based principles are currently operating within the Department of Correction.

Instructional strategies will include instructor-led learning, group discussion, small group exercises.

NOTE: Enrollment is limited to 15 participants.

Massachusetts Commission Against Discrimination (MCAD) – The Prevention and Elimination of Discrimination and Retaliation in the Workplace

Location: Training Academy, Shirley
Date: August 4, 2008
Time: 8:00 am – 12:00 pm
Instructor(s) Fred Lavenski, Lieutenant, DSD

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

This training module will offer participants an overview of the Massachusetts Commission Against Discrimination (MCAD). Managers and supervisors will be provided with an understanding of the Discrimination law, the Departments internal discrimination policies, and their role in applying the policies and the law. Additionally, participants will learn how to identify problems and address them before they become MCAD complaints.

NOTE: Enrollment is limited to 25 participants.

<p><i>Overview of the Cradle to Prison Pipeline</i></p> <p>Location: Training Academy, Shirley Date: August 5, 2008 Time: 9:00 am – 1:00 pm Instructor(s) Heidi Pihl-Buckley, DYS</p> <p>Intended Audience: Open to all interested participants</p> <p><u>COURSE DESCRIPTION:</u></p> <p>This workshop will focus on the issues raised in the “Cradle to Prison Pipeline” report issued by the Children’s Defense Fund. Research on the risks and disadvantages that are a tragic reality for far too many children will be discussed in detail with statistical data from the report as the basis.</p> <p><u>NOTE:</u> <i>Enrollment is limited to 20 participants.</i></p>	<p><i>Operational Spanish for Corrections</i></p> <p>Location: Training Academy, Shirley Date: August 12, 2008 Time: 12:00 pm – 3:00 pm Instructor(s) Mark Montaquila, Sergeant, DSD</p> <p>Intended Audience: Open to all interested participants</p> <p><u>COURSE DESCRIPTION:</u></p> <p>Participants will learn basic pronunciation of Spanish in a correctional setting and, be able to identify certain “danger” words associated with security situations.</p> <p><u>NOTE:</u> <i>Enrollment is limited to 25 participants. A notebook is suggested.</i></p>
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Understanding Diversity

Location: Training Academy, Shirley
Date: August 13, 2008
Time: 8:00 am – 12:00 pm
Instructor(s) Raymond Gonsalves, Lieutenant, DSD

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

This course will provide participants with awareness and skill-building training in managing and valuing diversity to forge better working relationships and enhance the work environment. Awareness training focuses on creating an understanding of the need for, and meaning of diversity. It is also meant to increase participants self awareness of diversity related issues such as diversity and the law, cultural differences and how to respond to differences in the workplace.

NOTE: Enrollment is limited to 25 participants.

IMS Basic Non-Security End Users

Location: Training Academy, Shirley
Date: August 15, 2008
Time: 9:00 am – 1:00 pm
Instructor(s) Deb Simoneau, CPO A/B, DSD
Scott Germany, CPO C, DSD

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

This training proposes to fill the learning gap in the areas of IMS Notifications, VStat, Inmate Search, Admin Chronology, Run Reports, Housing Unit Roster, Inmate Schedule, Incident Report and Query, Informal Sanction and Disciplinary Reports, Work Attendance and Performance Ratings.

NOTE: Enrollment is limited to 15 participants.

<p><i>Overview of PREA</i></p> <p>Location: Warren Hall Training Center, Bridgewater Date: August 21 , 2008 Time: 9:00am – 12:00 pm Instructor(s) Paul DiPaolo, Program Manager PREA Compliance</p> <p>Intended Audience: Open to all interested participants</p> <p><u>COURSE DESCRIPTION:</u></p> <p>Overview of PREA</p> <p><u>NOTE:</u> Enrollment is limited to 25 participants.</p>	<p><i>How do we protect ourselves from sexual predators? Sexual Offender Treatment Program Overview</i></p> <p>Location: Training Academy, Shirley Date: August 25, 2008 Time: 9:00 am – 11:00 am Instructor(s) Stephanie Adaramola MA, LCSW</p> <p>Intended Audience: Open to all interested participants</p> <p><u>COURSE DESCRIPTION:</u></p> <p>The course will discuss the different typologies of sex offenders; what motivates them to offend and how they carry out their offending behaviors. Participants will also learn about treatment and its effectiveness. Instructional strategies will use instructor led learning and case method and application based learning opportunities.</p> <p><u>NOTE:</u> Enrollment is limited to 20 participants.</p>
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<p><i>Understanding Diversity</i></p> <p>Location: Training Academy, Shirley Date: September 3, 2008 Time: 8:00 am – 12:00 pm Instructor(s) Raymond Gonsalves, Lieutenant, DSD</p> <p>Intended Audience: Open to all interested participants</p> <p><u>COURSE DESCRIPTION:</u></p> <p>This course will provide participants with awareness and skill-building training in managing and valuing diversity to forge better working relationships and enhance the work environment. Awareness training focuses on creating an understanding of the need for, and meaning of diversity. It is also meant to increase participants self awareness of diversity related issues such as diversity and the law, cultural differences and how to respond to differences in the workplace.</p> <p><u>NOTE:</u> <i>Enrollment is limited to 25 participants.</i></p>	<p><i>Confrontation Skills</i></p> <p>Location: Warren Hall Training Center, Bridgewater Date: September 3, 2008 Time: 9:00 am – 1:00 pm Instructor(s) William Dupre, Director, DSD</p> <p>Intended Audience: Open to all interested participants</p> <p><u>COURSE DESCRIPTION:</u></p> <p>Every team and organization faces disappointment. A coworker misses a deadline, expectations fall far short of the goal, or a direct report just plain behaves badly or inappropriately.</p> <p>Confrontation skills enable individuals to willingly and effectively speak up and confront problems to enhance accountability, improve performance and ensure execution.</p> <p><u>NOTE:</u> <i>Enrollment is limited to 30 participants.</i></p>
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Inspire a Shared Vision

Location: Training Academy, Shirley
Date: September 5, 2008
Time: 10:00 am – 12:00 pm
Instructor(s) William Dupre, Director, DSD
Sheila Dupre, Deputy Director, DSD

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

If you were to describe your personal-best leadership experience, you would think of a situation in which you envisioned and dreamed of extraordinary things happening. True leaders look into the future. This course has been designed to take a closer look at one of the five best Leadership practices---**Inspire a Shared Vision** discussed in the book *The Leadership Challenge* written by Kouzes and Posner. This course will be facilitated based on group discussion and personal leadership experiences that the participants share.

NOTE: *Enrollment is limited to 20 participants.*

Challenge the Process

Location: Training Academy, Shirley
Date: September 12, 2008
Time: 9:00 am – 11:00 am
Instructor(s) Matt Syring, CPO-C, DSD
Raymond Gonsalves, Lieutenant, DSD

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

If you were to think of your personal best, you would automatically think of a situation in which you were personally challenged. True leaders search for challenges and opportunities. This course has been designed to take a closer look at one of the five best Leadership practices---**Challenge the Process** discussed in the book *The Leadership Challenge* written by Kouzes and Posner. This course will be facilitated based on group discussion and personal leadership challenges that the participants have been faced with.

NOTE: *Enrollment is limited to 25 participants.*

Suicide Prevention, Intervention, Emergency Reaction and Evaluation

Location: Warren Hall Training Center, Bridgewater
Date: September 12, 2008
Time: 8:00 am – 10:00 am
Instructor(s) Christopher Jackson, Lieutenant ,DSD

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

The unit of instruction will provide participants with a comprehensive understanding of suicide prevention and mental illness as it relates to the inmate population under the care and custody of the department.

Participants will increase their knowledge skills and abilities to recognize the signs symptoms and risk factors of suicide in a correctional setting and effectively supervise inmates under their care. The unit will also provide participants with the opportunity to apply appropriate intervention techniques, communication care procedures when dealing with suicidal behavior.

NOTE: Enrollment is limited to 25 participants.

Auditor Training

Location: Warren Hall Training Center, Bridgewater
Date: September 15, 2008
Time: 8:00 am – 4:00 pm
Instructor(s) Paul Cruise, PDCU

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

This course will prepare participants to conduct audits.

The objectives are to identify the stages, and purpose of conducting internal audits. Participants will be taught the stages of an audit, and the use of audit tools, to be able to conduct self evaluations of institutional operations, identify potential weaknesses of internal controls, and ensure practice complies with policy in preparation for departmental audits.

NOTE: Enrollment is limited to 25 participants.

Extraction Team Leader

Location: Southeastern Correctional Center (SECC)
Date: September 15, 2008
Time: 8:00 am – 12:00 pm
Instructor(s) Special Operations Division, DOC

Intended Audience: Security Supervisors

COURSE DESCRIPTION:

This course is taught in conjunction with CS MK IX end user certification. Participants will learn the proper procedures and responsibilities of the team leader during a planned cell extraction.

To enroll in this program use the program management screen in the training management application. The heading is Supervisors Program and the program is: **09ExTm0915**

NOTE: *Enrollment is limited to 15 participants. BDU required.*

CS MK IX End User Certification

Location: Southeastern Correctional Center (SECC)
Date: September 15, 2008
Time: 12:00 pm – 4:00 pm
Instructor(s) Special Operations Division, DOC

Intended Audience: Security Supervisors

COURSE DESCRIPTION:

This course is taught in conjunction with Extraction Team Leader. Participants will learn Department policy and procedures governing the use of chemical agents, manufacture's recommendations, proper dissemination techniques using the MK IX projector, psychological/physiological effects of CS and proper decontamination procedures. Participants will be exposed to chemical Agent (CS) during the training.

To enroll in this program use the program management screen in the training management application. The heading is Supervisors Program and the program is: **09ExTm0915**

NOTE: *Enrollment is limited to 15 participants. BDU required.*

*How do we protect ourselves from sexual predators?
Sexual Offender Treatment Program Overview*

Location: Training Academy, Shirley
Date: September 15, 2008
Time: 9:00 am – 11:00 am
Instructor(s) Stephanie Adaramola MA, LCSW

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

The course will discuss the different typologies of sex offenders; what motivates them to offend and how they carry out their offending behaviors. Participants will also learn about treatment and its effectiveness. Instructional strategies will use instructor led learning and case method and application based learning opportunities.

NOTE: Enrollment is limited to 20 participants.

Confrontation Skills

Location: Training Academy, Shirley
Date: September 16, 2008
Time: 9:00 am – 1:00 pm
Instructor(s) William Dupre, Director, DSD

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

Every team and organization faces disappointment. A coworker misses a deadline, expectations fall far short of the goal, or a direct report just plain behaves badly or inappropriately.

Confrontation skills enable individuals to willingly and effectively speak up and confront problems to enhance accountability, improve performance and ensure execution.

NOTE: Enrollment is limited to 30 participants.

Grant Writing Made Easy

Location: Warren Hall Training Center, Bridgewater
Date: September 19, 2008
Time: 12:00 pm – 3:00 pm
Instructor(s) Natalya Pushkina, Grants Manager, DOC

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

Explanation of the DOC Grant Procedure and a step by step tutorial detailing how to work on the grant projects within DOC.

NOTE: *Enrollment is limited to 15 participants.*

CPR/AED – Professional Rescuer

Location: Warren Hall Training Center, Bridgewater
Date: September 22, 2008
Time: 7:00 am – 3:00 pm
Instructor(s) Steve Moniz, Sergeant, DSD

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

American Red Cross Professional Rescuer certification.

NOTE: *Enrollment is limited to 20 participants.*

Environmental Health and Safety Officer Qualification Course

Location: Warren Hall Training Center, Bridgewater
Date: September 23, 24, 25, 26, 2008
Time: 8:00 am – 4:00 pm
Instructor(s) Various State and County Health and Safety Trainers

Intended Audience: Open to recently appointed institutional Environmental Health and Safety Officers

COURSE DESCRIPTION:

This training will provide the participant with the knowledge and certification needed to perform the duties of an environmental health and safety officer.

The workshops will consist of classroom activities, inspection training, light and sound certification, food safety and applicable regulations and a mock audit.

To enroll in this program use the program management screen in the training management application. The heading is Support and the program is: 09ehso0923

NOTE: Enrollment is limited to 20 participants.

Reentry...Not Just a Department Concern

Location: Warren Hall Training Center, Bridgewater
Date: September 23, 2008
Time: 10:00 am – 3:00 pm
Instructor(s) Reentry Services Division Staff

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

The success of an effective reentry program depends on the collaboration between community members and corrections, in addition to an individual's desire to succeed. This two part interactive training starts with a basic overview of what the Department is doing to prepare offenders for release and concludes with what the community's role is in keeping offenders out of prison. In this workshop, participants will be challenged to identify barriers of successful reentry and ways to overcome them both as Department employees and community members.

NOTE: Enrollment is limited to 24 participants.

<p><i>Trauma Informed Approaches for Female Offenders</i></p> <p>Location: Training Academy, Shirley Date: September 24, 2008 Time: 9:00 am – 12:00 pm Instructor(s) Institute of Health and Recovery</p> <p>Intended Audience: Open to all interested participants</p> <p><u>COURSE DESCRIPTION:</u></p> <p>The Massachusetts Department of Correction (Department) recognizes the importance of training those staff members who manage and supervise the female offender population entrusted to our care and custody as it relates to gender-responsive strategies and trauma informed care. Departmental staff must possess the ability to apply gender-responsive strategies, with attention to the appropriate responses for those suffering from trauma, mental health and substance use disorders in order to support family connections and reintegration and to facilitate cultural change.</p> <p><u>NOTE:</u> <i>Enrollment is limited to 50 participants.</i></p>	<p><i>Overview of PREA</i></p> <p>Location: Training Academy, Shirley Date: September 25 , 2008 Time: 9:00am – 12:00 pm Instructor(s) Paul DiPaolo, Program Manager PREA Compliance</p> <p>Intended Audience: Open to all interested participants</p> <p><u>COURSE DESCRIPTION:</u></p> <p>Overview of PREA</p> <p><u>NOTE:</u> <i>Enrollment is limited to 25 participants.</i></p>
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Reentry...Not Just a Department Concern

Location: Training Academy, Shirley
Date: September 25, 2008
Time: 10:00 am – 3:00 pm
Instructor(s) Reentry Services Division Staff

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

The success of an effective reentry program depends on the collaboration between community members and corrections, in addition to an individual's desire to succeed. This two part interactive training starts with a basic overview of what the Department is doing to prepare offenders for release and concludes with what the community's role is in keeping offenders out of prison. In this workshop, participants will be challenged to identify barriers of successful reentry and ways to overcome them both as Department employees and community members.

NOTE: Enrollment is limited to 24 participants.

Extraction Team Leader

Location: Southeastern Correctional Center (SECC)
Date: October 6, 2008
Time: 8:00 am – 12:00 pm
Instructor(s) Special Operations Division, DOC

Intended Audience: Security Supervisors

COURSE DESCRIPTION:

This course is taught in conjunction with CS MK IX end user certification. Participants will learn the proper procedures and responsibilities of the team leader during a planned cell extraction.

To enroll in this program use the program management screen in the training management application. The heading is Supervisors Program and the program is: **09ExTm1006**

NOTE: Enrollment is limited to 15 participants. BDU required.

CS MK IX End User Certification

Location: Southeastern Correctional Center (SECC)
Date: October 6, 2008
Time: 12:00 pm – 4:00 pm
Instructor(s) Special Operations Division, DOC

Intended Audience: Security Supervisors

COURSE DESCRIPTION:

This course is taught in conjunction with Extraction Team Leader. Participants will learn Department policy and procedures governing the use of chemical agents, manufacture's recommendations, proper dissemination techniques using the MK IX projector, psychological/physiological effects of CS and proper decontamination procedures. Participants will be exposed to chemical Agent (CS) during the training.

To enroll in this program use the program management screen in the training management application. The heading is Supervisors Program and the program is: **09ExTm1006**

NOTE: *Enrollment is limited to 15 participants. BDU required.*

Workplace Learning

Location: Training Academy, Shirley
Date: October 8, 2008
Time: 9:00 am – 11:00 am
Instructor(s) Erik Stancombe, Training Instructor, DSD

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

This training will examine the benefits of workplace learning, how we can apply those principles to learning on the job and identify specific tasks, behaviors and success indicators which the participant can utilize on the job.

NOTE: *Enrollment is limited to 25 participants.*

<p><i>Community Work Crew Supervision and IMS Functions</i></p> <p>Location: Training Academy, Shirley Date: October 10, 2008 Time: 10:00 am – 1:00 pm Instructor(s) Scott Germany, CPO C, DSD</p> <p>Intended Audience: Open to all interested participants</p> <p><u>COURSE DESCRIPTION:</u></p> <p>The training will cover all areas related to supervising a community work crew to include duties of the community work crew supervisor and related IMS screens including the Daily Log. Other specific topic areas include: safe driving, searches, medical issues, emergencies, security, accountability, interpersonal relationships, general rules.</p> <p><u>NOTE:</u> <i>Enrollment is limited to 15 participants.</i></p>	<p><i>Training for Trainers: Foundation Skills</i></p> <p>Location: Training Academy, Shirley Date: October 13, 14, 15 and 17, 2008 Time: 8:00 am – 4:00 pm Instructor(s) Division of Staff Development</p> <p>Intended Audience: Open to all interested participants</p> <p><u>COURSE DESCRIPTION:</u></p> <p>The systematic design of the training programs is based upon the Instructional Theory into Practice (ITIP) model. The following modules provide the foundation for this program: training program overview; learner centered instruction, assessment; performance objectives; ITIP model for instructional design; instructional strategies; evaluation; designing training aids; developing a training design; and presenting a training design.</p> <p><u>To enroll in this program use the program management screen in the training management application. The heading is Training for Trainers and the program is: 09TT1013</u></p> <p><u>NOTE:</u> <i>Enrollment is limited to 12 participants.</i></p>
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<p><i>Understanding Diversity</i></p> <p>Location: Warren Hall Training Center, Bridgewater Date: October 17, 2008 Time: 8:00 am – 12:00 pm Instructor(s) Christopher Jackson, Lieutenant, DSD</p> <p>Intended Audience: Open to all interested participants</p> <p><u>COURSE DESCRIPTION:</u></p> <p>This course will provide participants with awareness and skill-building training in managing and valuing diversity to forge better working relationships and enhance the work environment. Awareness training focuses on creating an understanding of the need for, and meaning of diversity. It is also meant to increase participants self awareness of diversity related issues such as diversity and the law, cultural differences and how to respond to differences in the workplace.</p> <p><u>NOTE:</u> <i>Enrollment is limited to 25 participants.</i></p>	<p><i>CPR/AED – Professional Rescuer</i></p> <p>Location: Warren Hall Training Center, Bridgewater Date: October 20, 2008 Time: 7:00 am – 3:00 pm Instructor(s) Steve Moniz, Sergeant, DSD</p> <p>Intended Audience: Open to all interested participants</p> <p><u>COURSE DESCRIPTION:</u></p> <p>American Red Cross Professional Rescuer certification.</p> <p><u>NOTE:</u> <i>Enrollment is limited to 20 participants.</i></p>
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<p><i>Overview of PREA</i></p> <p>Location: Warren Hall Training Center, Bridgewater Date: October 23 , 2008 Time: 9:00am – 12:00 pm Instructor(s) Paul DiPaolo, Program Manager, PREA Compliance</p> <p>Intended Audience: Open to all interested participants</p> <p><u>COURSE DESCRIPTION:</u></p> <p>Overview of PREA</p> <p><u>NOTE:</u> Enrollment is limited to 25 participants.</p>	<p><i>Leadership Challenge</i></p> <p>Location: Warren Hall Training Center, Bridgewater Date: October 23, 2008 Time: 9:00 am – 4:00 pm Instructor(s) William Dupre, Director, DSD Sheila Dupre, Deputy Director, DSD</p> <p>Intended Audience: Open to all interested participants</p> <p><u>COURSE DESCRIPTION:</u></p> <p>Course Description: <i>This workshop is based on “The Leadership Challenge” research and writing. We'll take an in-depth look at their findings during this course that are fundamental to the entire leadership process.</i></p> <p><i>Particular focus will be on “The Five Practices of Exemplary Leadership.”</i></p> <ul style="list-style-type: none"> • <i>Model the Way</i> • <i>Inspire a Shared Vision</i> • <i>Challenge the Process</i> • • <i>Enable Others to Act</i> • <i>Encourage the Heart</i> <p><u>NOTE:</u> Enrollment is limited to 20 participants.</p>
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<p><i>Signature Service</i></p> <p>Location: Training Academy, Shirley Date: October 24, 2008 Time: 9:00 am – 11:00 am Instructor(s) Esther Gonsalves, Sergeant, DSD</p> <p>Intended Audience: Open to all interested participants</p> <p><u>COURSE DESCRIPTION:</u></p> <p>This course introduce staff to methods of dealing with conflict and using understanding combined with de-escalation as a catalyst to build effective relationships, work teams within groups inside and outside the institutions, assisting in increased productivity and improve morale.</p> <p><u>NOTE:</u> <i>Enrollment is limited to 20 participants.</i></p>	<p><i>Facility Maintenance Seminar Presented by Grainger</i></p> <p>Location: Training Academy, Shirley Date: October 27, 2008 Time: 8:00 am – 4:00 pm Instructor(s) Various</p> <p>Intended Audience: Open to all interested participants</p> <p><u>COURSE DESCRIPTION:</u></p> <p>Grainger hosts an assortment of vendors demonstrating proper use of their facility maintenance equipment and products.</p> <p>Directors of Engineering and Maintenance Staff are strongly encouraged to attend.</p> <p><u>NOTE:</u> <i>Enrollment is limited to 75 participants.</i></p>
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Facility Maintenance Seminar Presented by Grainger

Location: Warren Hall Training Center, Bridgewater
Date: October 28, 2008
Time: 8:00 am – 4:00 pm
Instructor(s) Various

Intended Audience: Open to all interested participants

COURSE DESCRIPTION:

Grainger hosts an assortment of vendors demonstrating proper use of their facility maintenance equipment and products.

Directors of Engineering and Maintenance Staff are strongly encouraged to attend.

NOTE: Enrollment is limited to 75 participants.

Leadership Challenge

Location: Training Academy, Shirley
Date: October 28, 2008
Time: 9:00 am – 4:00 pm
Instructor(s) William Dupre, Director, DSD
Sheila Dupre, Deputy Director, DSD

Intended Audience: Open to all interested participants

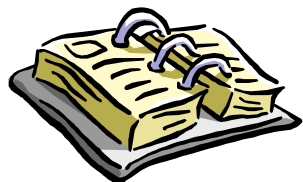
COURSE DESCRIPTION:

Course Description: *This workshop is based on “The Leadership Challenge” research and writing. We'll take an in-depth look at their findings during this course that are fundamental to the entire leadership process.*

Particular focus will be on “The Five Practices of Exemplary Leadership.”

- *Model the Way*
- *Inspire a Shared Vision*
- *Challenge the Process*
- *Enable Others to Act*
- *Encourage the Heart*

NOTE: Enrollment is limited to 20 participants.



The Bulletin Board

Next Catalog's Training to include ...

Facility Maintenance Seminar

Coming November 2008

Staff Supervision for Correctional Professionals

Department Of Correction

Department of Correction Training Academy

Harvard Road, P.O. Box 1486
Shirley, MA 01464

Telephone: (978) 514-6703

From Boston: Take Storrow Drive West to Alewife Brook Parkway and Route 2 West past the Fresh Pond Mall and Alewife MBTA station. Go through Belmont, Lexington, Lincoln and Concord to the Routes 2/2A-rotary (MCI-Concord on left). Exit rotary at route 2 West and go through Acton and Littleton. Continue following Route 2 West to exit 36 the Shirley Rd. Shirley exit. Bear right off the exit ramp. Turn left at the stop sign. MCI-Shirley Complex is immediately on the right. Take that right onto the access road. Follow that access road past Souza Baranowski Correctional Center on right. At intersection, take a left. Follow the driveway up the hill and the academy is located at the top of the hill with the white columns.

From the North: Take Route 495 South to exit 29B (Route 2 West). Follow Route 2 West to exit 36 Shirley Rd Shirley exit. Bear right off the exit ramp. Turn left at the stop sign. MCI-Shirley Complex is immediately on the right. Take a right on to the access road. Follow that access road past Souza Baranowski Correctional Center on right. At intersection, take a left. Follow the driveway up the hill and the academy is located at the top of the hill with the white columns.

From the South: Take Route 495 North to exit 29B (Route 2 West). Follow Route 2 West to exit 36 Shirley Rd. Shirley exit. Bear right off the exit ramp. Turn left at the stop sign. MCI-Shirley Complex is immediately on the right. Take a right on to the access road. Follow that access road past Souza Baranowski Correctional Center on right. At intersection, take a left. Follow the driveway up the hill and the academy is located at the top of the hill with the white columns.

From the East: Take Route 2 West to exit 36 Shirley Rd. Shirley exit. Bear right off the exit ramp. Turn left at the stop sign. MCI-Shirley Complex is immediately on the right. Take a right on to the access road and follow past Souza Baranowski Correctional center on right. At intersection, take a left. Follow the driveway up the hill and the academy is located at the top of the hill with the white columns.

From the West: Take Route 2 East to exit 36 Shirley Rd. Shirley exit. Bear right off the exit ramp. Go over Route 2 and MCI-Shirley Complex will be on the right. Take a right on to the access road and follow past Souza Baranowski Correctional Center on the right. At intersection, take a left. Follow the driveway up the hill and the academy is located at the top of the hill with the white columns.

Department of Correction - Warren Hall Training Center

12 Administration Rd.
Bridgewater, MA 02324

Telephone: (508) 279-3839 or (508) 279-3840

DIRECTIONS:

All directions are from Interstate 495 so depending on where you are traveling from you will need to get on to Interstate 495. It can be accessed from the following other major routes: Route 2, MA Pike, 95, 24 and 128.

From Boston, North and West:

Route 495 South to Exit 6, bear right off of exit ramp.

At Middleboro Rotary take Routes 18/28 North. Follow approximately 1.5 miles to your first major traffic light (Binky's restaurant is on your right) and take a right. Approximately 1/4 mile up, take a left onto Titticut Rd. This is the old access road to the Bridgewater Correctional Complex. Follow this road until you come to a stop sign and a large parking lot on your left. This is the parking lot for Warren Hall. Take a left at the stop sign and into the parking lot. Warren Hall is the gray concrete building off to your left. Follow the long pathway and that will bring you to the front steps to the building.

From the South:

Route 495 North to exit 5, bear right off of exit ramp.

At Middleboro Rotary take Routes 18/28 North. Follow approximately 1.5 miles to your first major traffic light (Binky's restaurant is on your right) and take a right. Approximately 1/4 mile up, take a left onto Titticut Rd. This is the old access road to the Bridgewater Correctional Complex. Follow this road until you come to a stop sign and a large parking lot on your left. This is the parking lot for Warren Hall. Take a left at the stop sign and into the parking lot. Warren Hall is the gray concrete building off to your left. Follow the long pathway and that will bring you to the front steps to the building.

From the East:

Take 44 West to the rotary. At Middleboro Rotary take Routes 18/28 North. Follow approximately 1.5 miles to your first major traffic light (Binky's restaurant is on your right) and take a right. Approximately 1/4 mile up, take a left onto Titticut Rd. This is the old access road to the Bridgewater Correctional Complex. Follow this until you come to a stop sign and a large parking lot on your left. This is the parking lot for Warren Hall. Take a left at the stop sign and into the parking lot. Warren Hall is the gray concrete building off to your left. Follow the long pathway and that will bring you to the front steps to the building.

Norfolk Training Center, MCI-Norfolk

2 Clark Street
P.O. Box 43
Norfolk, MA 02056
(508) 660-5900

From Boston:

Take Route 93 South/Southeast Expressway to the Braintree split at Route 3. Take Routes 128/93 to Route 95 South. Take the route 1 South/Wrentham exit. Follow past Gillette Stadium to the fifth set of traffic lights (Lafayette House Restaurant on right). Turn right onto Pine Street. At the stop sign, turn right. Pine Street joins Route 115. At the first set of traffic lights, turn right onto Route 1A North. Go up a steep hill past MCI-Cedar Junction on the left at the top. Take the first left onto Winter Street. Continue on Winter Street for approximately ½ of a mile. MCI-Norfolk is the second prison on the left.

From the North:

Take Route 495 South to exit 15 (Route 1A North/Wrentham). Go approximately 9 miles and through 2 sets of traffic lights. Go past up a steep hill past MCI-Cedar Junction on the left at the top. Take the first left onto Winter Street. Continue on Winter Street for approximately ½ of a mile. MCI-Norfolk is the second prison on the left.

From the South:

Take Route 495 North to exit 14A (Route 1 North). Follow Route 1 North past the Foxboro State Police barracks to the first set of traffic lights (Lafayette House Restaurant on left). Turn left onto Pine Street. At the stop sign, turn right. Pine Street joins Route 115. At the first set of traffic lights, turn right onto Route 1A North. Go up a steep hill past MCI-Cedar Junction on the left at the top. Take the first left onto Winter Street. Continue on Winter Street for approximately ½ of a mile. MCI-Norfolk is the second prison on the left.

From the East:

Take Route 140 West to the center of Wrentham. Take a right at the set of lights onto Route 1A North. Go up a steep hill past MCI-Cedar Junction on the left at the top. Take the first left onto Winter Street. Continue on Winter Street for approximately ½ of a mile. MCI-Norfolk is the second prison on the left.

From the West:

Take the Massachusetts Turnpike to Route 495 South to exit 15 (Route 1A North/Wrentham). Go approximately 9 miles and through 2 sets of traffic lights. Go up a steep hill past MCI-Cedar Junction on the left at the top. Take the first left onto Winter Street. Continue on Winter Street for approximately ½ of a mile. MCI-Norfolk is the second prison on the left.

The Oval (Training) Building is located behind MCI-Norfolk